

MADERA COUNTY
IDENTIFICATION TECHNICIAN

DEFINITION

Under general supervision, to perform specialized criminal identification and forensics work including gathering, identifying, and preserving physical evidence, fingerprinting, and photography; to maintain identification records and files; to assist with and perform a variety of law enforcement support work in the Sheriff's Department; and to do related work as required.

SUPERVISION EXERCISED

Exercises no supervision.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Performs specialized criminal identification and evidence gathering work at crime scenes; takes photographs and fingerprints; examines fingerprint evidence for proper classification and possible identity of suspects; takes comprehensive photographs of evidence at crime scenes, in the field, and in the laboratory; operates and maintains photo-laboratory equipment and materials, including care and processing of film and making enlargements and prints; assumes responsibility for the proper care, identification, preservation, and disposition of criminal evidence; provides advice and consultation on criminal investigations and case preparation, utilizing special knowledge of identification techniques and procedures; maintains a variety of records and reports; participates in investigations requiring specialized identification knowledge.

OTHER JOB RELATED DUTIES

Performs related duties and responsibilities as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Operations, functions, services, and activities of a local law enforcement agency.
Basic investigation techniques, procedures, and operations.
Principles and practices of data collection and report preparation.

Skill to:

Operate modern office equipment including computer equipment.
Operate a motor vehicle safely.

Ability to:

Learn the principles and practices used in the identification, preservation, and presentation of evidence.

Learn the pertinent Federal, State, and local laws, codes, and regulations particularly those related to evidence and records maintenance.

Learn criminal investigation methods and procedures including crime scene investigation and fingerprinting techniques.

Learn the rules of evidence pertaining to search and seizure and the preservation and presentation of evidence in court.

Perform specialized criminal identification assignments independently.

Gather, assemble, evaluate, and analyze facts and evidence.

Analyze situations objectively and adopt effective courses of action.

Meet and deal with the public tactfully and courteously.

Learn geography, County streets, public buildings, and businesses.

Prepare clear and accurate reports.

Communicate clearly and concisely, both orally and in writing.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

Experience and Training Guidelines:

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

One year of increasingly responsible work experience which would provide knowledge of law enforcement support work.

Training:

Equivalent to the completion of the twelfth grade. College level course work in criminal justice, criminology, communication, or behavioral sciences is desirable.

License or Certification:

Possession of, or ability to obtain, an appropriate, valid California driver's license.

Special Requirements:

Essential duties require the following physical skills and work environment:

Must meet the physical, background, and job related standards as established by the State of California and the County of Madera to ensure safety of department personnel and the general public.

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, and climb; exposure to cold, heat, noise, outdoors, confining work space, and chemicals; ability to travel to different sites and locations; availability for shift work, including weekends and holidays.

Effective Date: April, 2001